

Registration Instructions

Registration for all Parks & Recreation Winter programs is currently open and on-going, by mail, in-person or by phone with credit card (Visa or MasterCard) at the Parks & Recreation Office located at:

6 Newtown Road, Hampton Bays, NY 11946

Phone (631) 728-8585 Fax (631) 728-8525

Website: www.southamptontownny.gov

To Register:

If you received this in the mail you already have an account in our computer system and you may register by phone or fax with a credit card or use the registration form on the next page to mail-in your program registrations and payment.

If you do not have an account with us, you must open one to be able to register for Parks & Recreation programs. To open an account, you must submit proof of residency and proof of age for children, along with your program registration form. This is a one time registration process. Please call 728-8585 if you need to verify if you have an account with us.

Proof of Residency:

To open a resident account in our registration system, residents or taxpayers must present one of the following: current driver's license with Southampton Town address, current Southampton Town tax bill, recorded deed showing purchase of property within the year, or utility bills (electric, phone, water or cable) with a Southampton Town address dated at least 12 months prior to application date.

Leases are not accepted as proof of residency.

Pre-registration with payment is required for all recreation programs, except where noted in program descriptions. Program fees cannot be pro-rated. A program refund will be granted only if the request is made more than five (5) business days prior to the start of a program, or if we cancel a program due to insufficient enrollment or other reason. A \$25 service fee will be charged for all checks returned by the bank.

Bus trip tickets are non-refundable unless there is a trip waiting list and the reservations can be used. To take advantage of the resident rate, for each ticket purchased proof of residency must now be shown.

All persons participating in Town of Southampton sponsored recreation programs participate at their own risk. Participants are advised to consult with their physician prior to enrollment and participation in activities which may be strenuous.